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1 November 1954

MEMORANDUM FOR THE RECORD


SUBJECT: Consolidation of the Psychological Services of the Office of Training and the Office of Personnel

1. The professional people concerned have discussed the problem of coordinating psychological services of Training and Personnel and have agreed that this is desirable from the standpoint of furnishing psychological services more efficiently. It was further agreed that, all things considered, it was best to consolidate the services within the Office of Training.
2. The policies which will govern the furnishing of psychological services to the Office of Personnel by the Office of Training are as follows: (a) At the outset, services to Personnel will not be changed in any respect. (b) No future changes will be made in these services without the concurrence of the Office of Personnel. (c) Effort will be devoted to expanding the psychological services furnished the Office of Personnel.
3. In case any disagreement between the operating offices of Personnel and the Assessment and Evaluation Staff of the Office of Training arises concerning psychological services, the matter will be settled by consultation between the Assistant Director for Personnel and the Director of Training.
4. The Office of Personnel will initiate the action paper to transfer the Testing and Evaluation Branch of the Placement and Utilization Division to the Assessment and Evaluation Staff, OTR, where it will be known as the Testing Services Branch. It is understood that TO, current personnel, budget, and space are included in this transfer.

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Assistant Director for Personnel

  
MATTHEW BAIRD  
Director of Training

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